

TABLE OF CONTENTS

ARTICLE	I	RECOGNITION	
		A. Unit	1.
ARTICLE	II	DURATION OF AGREEMENT	
		A. Effective Date	1
ARTICLE	III	NEGOTIATION OF A SUCCESSOR AGREEMENT	
		A. Deadline Date	2
		B. Modification	2
ARTICLE	IA	MAINTENANCE OF MEMBERSHIP	
		A. Provision	2
		B. Fair Share	2
ARTICLE	v	MEMBERSHIP DEDUCTIONS	
		A. Deduction from Salary	2
		B. List Supplied to Board	2
		C. Authorization Cards for Unified Association Dues Deductions	3
		D. Late Hired Employees	3
ARTICLE	vı	GRIEVANCE PROCEDURE	
		A. Definitions	
		 Grievance Aggrieved Person Party in Interest Days 	3 3 3
		B. Purpose	3
		C. Procedure	3
		 Time Limits Year-End Grievance 	3
		D. Grievance Levels	Ą
		1. Level One 2. Level Two 3. Level Three 4. Level Four	4

Case 1:04-cv-00264-SJM Document 123-9 Filed 06/29/2007 Page 3 of 41

	Ε.	Rights of Teachers to Representation	5
		 Teacher and Association Group Grievance Forms 	5 5 5
ARTICLE VI	I TE	ACHING PERFORMANCE	
	Α.	General Criteria	6
	В.	Derogatory Material	6
	C.	Personnel Records	6
	D.	Copies of Evaluations	6
ARTICLE VII	II	ASSOCIATION RIGHTS	
	Α.	Released Time for Meetings	6
	В.	Use of School Building	7
	C.	Bulletin Boards	7
	D.	Place on Agenda	7
	Ε.	Use of Mail Box	7
	F.	Released Time For Association	7
	G.	Building Representatives	7
	Н.	Meetings with Superintendent	7
ARTICLE IX	PRO	FESSIONAL COURTESIES	
	Α.	Access to File	8
	В.	Teacher's Lunch	8
	C.	Leaving Building During Lunch	8
	D.	Leaving Building During Planning Period	8
	Ε.	Faculty Room and Facilities	8
	F.	Requisition Adjustment	8
	G.	Travel Reimbursement	9
	Н.	Just Cause	9
	I.	Student Grades	9
	J.	Medication	9
	К.	Sick Leave	9
	L.	Notice of Assignment	9
	Μ.	Required Meetings	9
	Ν.	Seniority	1.0

В -

ARTICLE	x	PRO	FESSIONAL DEVELOPMENT	
		Α.	Payment For Credits	10
		в.	Method of Reimbursement	10
		С.	Required Cost Payment	10
ARTICLE	xı	TEAG	CHING WORK YEAR	10
ARTICLE	xII	TEAG	CHING DAY	
		Α.	Work Day	11
		В.	Planning Time	11
		C.	Homebound Instruction	11
		D.	Additional Work	12
ARTICLE	XII	E	NON-TEACHING DUTIES	12
ATRICLE	xıv		SUBSTITUTES	12
ARTICLE	xv	VAC	ANCIES, PROMOTIONS AND TRANSFERS	
		A.	Transfer	12
		В.	Vacancies and Postings	13
		C.	Voluntary or Involuntary Transfer	13
ARTICLE	xvi		SABBATICAL LEAVES	13
ARTICLE	XVI	Ľ	LEAVES OF ABSENCE	
		A.	Leaves of Absence	13
		В.	Association Leave	14
		C.	Illness or Disability	14
		D.	Parental Leave	14
	•	Ε.	Benefits	14
		F.	Bereavement Leave	14
ARTICLE	xvi	II	TEACHER BENEFITS	
		Α.	Life Insurance	15
		В.	Health Care Insurance	15
		C.	Personal Days	16
		D.	Jury Duty	17
		Ε.	Retirement Pay	17
		F.	Dental Care	17
		G.	Vision Care	17

C -

ARTICLE XIX	EXT	TRA COMPENSATORY POSITIONS	
	Α.	Payment per Assignment	17
	В.	Method of Payment	17
	С.	Instrumental Music Pay Schedule	18
,	D.	Activity Pay Schedule	19
	Ε.	Coaching Pay Schedule	19
	F.	Cheerleading Advisor Schedule	22
ARTICLE XX	SAL	ARY SCHEDULE	
	Α.	Step Placement	23
	В.	Remuneration	23
	C.	Salary Increase Based on Schedule	23
	D.	Fractional Year	24
	Ε.	Part Time Benefits	25
ARTICLE XXI	MISC	CELLANEOUS PROVISIONS	
	Α.	Separability	26
	В.	Compliance	26
	C.	Printing Agreement	26
	D.	Pay Adjustment	26
	Ε.	Waivers	26
	F.	Dismissal Notice	26
ADDENDUM I		Retirement Incentive	i
APPENDIX A-1		Salary Levels	ii
APPENDIX A-2		Salary Levels-Bachelors	iii
APPENDIX A-3		Salary Levels-Masters	iv
APPENDIX A-4		Salary Levels - Master +15	v
APPENDIX A-5		Salary Levels - Master +30	vi
APPENDIX A-6		Salary Levels - Masters #45	vii
APPENDIX B		Grievance Report Form	viii
APPENDIX C		Specifications - Vision Program	ix

ARTICLE I

RECOGNITION

Α. Unit

The Board hereby recognizes the Association as the exclusive and sole representative for collective bargaining for all employees included in the bargaining unit as certified and determined by the Pennsylvania Labor Relations Board. A copy of the determination is on file in the Administration Office of PENNCREST School District and with the Executive Committee of PENNCREST Area Education Association PSEA-NEA.

ARTICLE II

DURATION OF AGREEMENT

Effective Date A.

This agreement shall be effective as of one (1) day prior to the first day of the 1996-97 school year and shall continue in effect until one (1) day prior to the first day of the 2001-2002 school year. This Agreement shall not be extended orally and it is expressly understood that it shall expire on the date indicated. In witness whereof, the Association has caused this Agreement to be signed by its President and Secretary, and the Board has caused this Agreement to be signed by its President and attested by its Secretary, and its corporate seal to be placed hereon, all on the day and year of signing.

PENNCREST Area Education Association PSEA-NEA

PENNCREST Board of Education

December 14, 1995 Date of Signing:

ARTICLE III

NEGOTIATION OF A SUCCESSOR AGREEMENT

A. <u>Deadline Date</u>

The parties agree to enter into collective bargaining over a successor Agreement no later than January 10, 2001. Any Agreement so negotiated shall be reduced to writing before ratification by the parties. The Board will provide the Association a copy without charge.

B. Modification

This Agreement shall not be modified in whole or in part by the parties, except by an instrument in writing, duly executed by both parties.

ARTICLE IV

MAINTENANCE OF MEMBERSHIP

A. Provision

The Board agrees that all employees who are presently members of the Association shall be subject to the "maintenance of membership" provision, as defined in ARTICLE III, Subsection (18) of the Public Employee Relations Act, Act 195.

B. Fair Share

Each nonmember in the bargaining unit represented by the PENNCREST Area Education Association PSEA/NEA shall be required to pay a fair share fee as provided for by Act 84 of 1988.

The School District and the Association agree to comply with all the provisions of the said law.

The Association agrees to extend to all nonmembers the opportunity to join the Association.

ARTICLE V

MEMBERSHIP DEDUCTION

A. <u>Deduction From Salary</u>

The Board agrees to deduct Unified Association dues and fair share fees from the salaries of members of the bargaining unit. Dues and fair share fees are to be withheld in eighteen (18) equal deductions, beginning with the second pay in October. The monies shall be transmitted to the Association in eighteen (18) installments corresponding to the pay schedule. The District shall be held harmless for any problems arising from the enforcement of this ARTICLE.

B. <u>List Supplied to Board</u>

No later than September 30 of each year, the Association will provide the Board with a list of those employees who have authorized the Board to deduct dues and those from whom a fair share fee is payable in accordance with Section A above.

C. Authorization Cards for Unified Association Dues Deductions

The Board will honor such authorization cards pursuant to the "maintenance of membership" provision, ARTICLE IV, Section A.

D. Late Hired Employees

Any person employed after September 30 shall have the right to submit a dues deduction authorization card. Those not submitting a dues authorization card shall have a fair share fee deducted.

ARTICLE VI

GRIEVANCE PROCEDURE

A. Definitions

1. Grievance

A "grievance" is hereby defined as an alleged violation regarding the meaning, interpretation or application of any provision in this Agreement.

2. Aggrieved Person

An "aggrieved person" is the person or persons making the claim.

3. Party in Interest

A "party in interest" is the employee or employees making the allegation or claim, and any professional employee in the bargaining unit who might be required to take action, or against whom action might be taken, in order to resolve the claim.

4. Days

Days for the purposes of the grievance procedure, the term "days" shall mean days on which there is required employee attendance. Grievances occurring at the end of the year shall be processed as though school were in session, except for Saturday, Sunday and holidays.

B. Purpose

The purpose of this procedure is to secure at the lowest possible level equitable solutions to the problems which may from time to time arise affecting teachers. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

C. Procedure

1. Time Limits

Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

2. Year-End Grievance

The parties will mutually attempt to resolve year-end grievances as expeditiously as possible, so that the grievance is resolved prior to the beginning of the next school year, if possible. Any grievance which is not resolved at the time a successor agreement becomes effective shall be resolved on a basis of the negotiated agreement which was in effect when the grievance commenced.

D. Grievance Levels

1. Level One

The aggrieved person shall present the grievance in writing, stating the specific nature of the grievance and the provision or provisions of the contract allegedly violated to the building principal within twelve (12) days after its occurrence. The principal shall answer the grievance within five (5) days after initial presentation of the grievance.

2. Level Two

If the action in Level One fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred in writing to the Superintendent or his designated administrator within five (5) days following the Level One answer. A discussion between the parties in interest shall be held within five (5) days. Following a discussion of this grievance, the Superintendent or his designated administrator shall answer the grievance in writing within seven (7) days.

3. Level Three

If the action in Level Two fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred in writing to the Board within five (5) days following the Level Two answer. The grievance shall be discussed at the next scheduled full Board meeting in an executive session held prior to the open meeting with the aggrieved employee and/or his designated representative. The Board shall answer the grievance in writing within seven (7) days following this discussion.

4. Level Four

If the action in Level Three fails to resolve the grievance to the satisfaction of the affected parties, the grievance shall be referred by the Association to binding arbitration, as provided in Section 903 of Act 195, within ten (10) days following the Board answer.

a. Within ten (10) school days after such written notice of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator, or to obtain such a commitment within the specified period, a request for a list of arbitrators may be made to the Pennsylvania Bureau of Mediation by either party. The parties shall then be bound by the rules and procedures of the Pennsylvania Bureau of Mediation in the selection of an arbitrator.

- b. The arbitrator so selected shall confer with the representatives of the Board and the Association and hold hearings promptly, and shall issue his decision not later than twenty (20) days from the date of the close of the hearings, or, if oral hearings have been waived, then from the date the final statement and proofs of the issues are submitted to him. The arbitrator's decision shall be in writing and shall set forth his findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power of authority to make any decision which requires the commission of an act prohibited by law, or which is violative of the terms of this Agreement. The decision of the arbitrator shall be submitted to the Board and the Association and shall be binding and final on the parties.
- c. The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses and the cost of the hearing room and court reporter shall be borne equally by the Board and the Association. Any other expenses incurred shall be paid by the party incurring same.

E. Rights of Teachers to Representation

1. <u>Teacher and Association</u>

Any aggrieved person may be represented at all stages of the grievance procedure by himself, or at his option, by a representative selected or approved by the Association. When an employee is not represented by the Association, the Association shall have the right to be present and to state its views at all stages of the grievance.

2. Group Grievance

If, in the judgment of the Association, a grievance affects a group or class of employees, the Association may submit such grievance in writing to the Superintendent directly and the processing of such grievance shall commence at Level Two. The Superintendent shall have three (3) days to review the grievance, and if, in his opinion, the grievance can be resolved at the first step of the grievance procedure, the Superintendent may revert the grievance to that level, where it will then continue through the normal grievance procedure.

3. Forms

The form to be used in the grievance procedure shall be found in $Appendix\ B$ of this Agreement.

ARTICLE VII TEACHING PERFORMANCE

A. General Criteria

- 1. The Board agrees that all monitoring or observation of the work performance of a professional employee shall be conducted openly and with full knowledge of the employee.
- 2. The parties agree to meet and discuss employee evaluation periodically in an effort to improve the effectiveness of performance evaluation methods and procedures. The parties accept and endorse the concept of keeping each teacher informed of the results of his/her performance evaluations, both formal and informal, as well as the value of providing guidance and constructive criticism in the interest of improving educational standards.
- 3. Subsequent to any observation, any professional employee may request in writing to the building principal or Superintendent designee a conference related to the professional employee's teaching and/or other professional obligations.

B. <u>Derogatory Material</u>

No derogatory material related to an employee's conduct, service, character or personality shall be placed in his/her personal file, unless the employee has had an opportunity to review the material. The employee shall acknowledge that he/she has had the opportunity to review such material by affixing his/her signature to all copies with the written understanding that such signature in no way indicates agreement with the contents thereof. The employee shall also have the right to submit a written answer to such material and his/her answer shall be reviewed by the Superintendent or his designee and attached to all copies.

C. <u>Personnel</u> Records

Each employee shall have the right to review the contents of his/her personnel file, provided three (3) days notification have been given. An employee shall be entitled to have a representative of the Association accompany him/her during such review.

D. Copies of Evaluations

Copies of evaluations shall be provided to the teacher within seven (7) working days of the observation. Any evaluation which is less than satisfactory as noted on the evaluation must be accompanied by written recommendations for improvement. No employee shall be required to sign a blank or incomplete evaluation form.

ARTICLE VIII ASSOCIATION RIGHTS

A. Released Time For Meetings

Whenever any representative of the Association or any professional employee is mutually scheduled by the parties to participate during working hours in negotiations, grievance proceedings, conferences, or meetings, he/she shall suffer no loss in pay and shall be provided with released time from his/her regular duties.

B. Use of School Building

The Association and its representatives shall normally be allowed the use of school buildings for meetings after school hours and during inservice days. Approval for such meetings shall be made with the principal of the building or with the staff member in charge of the building to be used.

C. Bulletin Boards

The Association shall share the use of a bulletin board in each faculty lounge and teachers' room.

D. Place On Agenda

A representative of the Association shall be given a place on the agenda of all general faculty meetings in each school attendance area or district meetings after the regular meeting is adjourned.

E. Use of Mail Box

The Association shall be allowed the use of intra-school mail facilities and faculty mail boxes to the extent that they were used in the past.

F. Released Time For Association

The Board shall permit the president of the Association and/or his/her designates a total of ten (10) paid teaching days of his/her choice for the purpose of attending PSEA-NEA sponsored meetings, seminars or workshops at the national, state or district level. Additional days for the same purpose shall be permitted, as agreed upon between the Association President and the District Superintendent provided that the Association reimburse the cost of the substitute.

G. Building Representatives

The building representative, with the knowledge of the building principal, shall be permitted to visit rooms within his/her building during the day to investigate working conditions, complaints or other problems provided no classes are interrupted. If the building representative desires a conference with the principal of his/her particular building, he/she shall give a twenty-four (24) hour notice, provided no emergency exists.

H. Meetings with Superintendent

Association representatives may meet with the Superintendent at least once a month during the school year to review and discuss current school problems and practices, as well as the administration of this Agreement. Special meetings may be called by either party on a twenty-four (24) hour notice.

ARTICLE IX PROFESSIONAL COURTESIES

A. Access To File

All professional employees shall have access to their cumulative personnel file and any other records pertaining to that individual, except those letters of recommendation or evaluation submitted to the District prior to the date of hire with the request that they be treated in a confidential manner. Such confidential material shall not be considered for any purpose relative to the employee's continued employment.

B. Teacher's Lunch

Teachers shall be permitted to eat their lunch in the teachers' lounge.

C. Leaving Building During Lunch

Teachers shall be permitted to leave the building during their lunch period, if the building principal is informed of the teacher's destination, or if the principal is unavailable, if notice is given to office personnel.

D. Leaving Building During Planning Period

Teachers shall be permitted to leave the building during planning periods to acquire materials related to subject area, with the approval of the building principal.

E. Faculty Room And Facilities

- 1. A faculty room shall be provided in each building.
- 2. Each faculty room shall be provided with the following items:
 - a. at least one typewriter
 - b. at least one dictionary
 - c. at least one work table or work area
 - d. at least one filing cabinet
 - e. shelves for books and storage.

3. Use of School District Equipment

The Association shall have the right to use school district equipment and supplies. The Association agrees to reimburse the School District for the use of equipment and supplies at the prevailing cost to the District. The Association will only use these materials and equipment at times which do not interfere with the educational progress of the District.

F. Requisition Adjustment

If it becomes necessary to adjust an employee's requisition for monetary reasons, the building principal in consultation with the teacher involved shall make the necessary modifications.

G. Travel Reimbursement

- 1. Employees required by the School Board or the Administration in the course of their work on behalf of PENNCREST School District, to drive personal automobiles from one school building to another shall receive a transportation reimbursement per mile, as regulated by the maximum allowance permitted by the Internal Revenue Service. The rate as fixed by the Internal Revenue Service on the first day of July preceding each school year shall be the reimbursable rate for the first semester of the school year. The rate as fixed by the Internal Revenue Service on the first day of January shall be the reimbursable rate for the second semester of the school year. The same allowance shall be given for use of personal cars for field trips or other School Board approved business of the District.
- 2. All assignments covered above must be approved and scheduled by the administration.
- 3. The only exception to Section G (1) shall be on the first inservice day, provided the location of the inservice meeting is kept on a rotating basis.

H. Just Cause

Nothing contained in this Agreement shall impair the employer's right to hire employees or to discharge employees for just cause, consistent with existing legislation. No professional employee shall be disciplined, reprimanded, discharged or reduced in rank without just cause.

I. Student Grades

The employee shall have the right to determine grades of students. The administration may change the grade with the approval of the employee, or without approval if so noted.

J. Medication

Employees in the bargaining unit, with exception of nurses, shall not be required to administer medication to pupils.

K. Sick Leave

Each employee shall be given a written accounting of all sick leave and salary by August 15 of each year.

L. Notice of Assignment

If a change in assignment is to take place, the affected employee shall be given notice of the change no later than August 1. Such notice shall specify building, grade level and subject area to which the employee is to be assigned. Notice of unforeseen changes may be distributed between August 1 and the opening of school.

M. Required Meetings

Whenever any employee is required to meet with any employer representative concerning any matter which could adversely affect the employee's status, the employee shall be entitled to have representation.

N. Seniority

Seniority shall be in accordance with Act 97. In the event two or more employees begin work on the same day, their seniority rank shall be determined by lot.

ARTICLE X PROFESSIONAL DEVELOPMENT

A. Payment For Credits

During the term of this agreement the Board agrees to reimburse all professional personnel the cost of up to fifteen (15) credits per year if successfully completed with a grade of C or better. Such reimbursement shall be made at the prevailing rate for the cost of credits as established by the thirteen (13) universities in the Pennsylvania State University System.

B. Method of Reimbursement

Reimbursement shall be made to the professional employee within fifteen (15) days after Board approval.

C. Required Cost Payment

The Board agrees to pay costs and expenses including fees, meals, lodging and transportation at the rate as provided in Article IX, Section G., incurred with any workshops, seminars, conferences or clinics which a teacher is required by the administration to attend. Meals, however, are excluded from this provision when the activities listed above are held in a district building where cafeteria services are provided. In this case meals will be at the expense of the employee.

ARTICLE XI TEACHING WORK YEAR

The teacher work year shall not exceed one hundred and eighty-four (184) days in the 1996-97 school year. In the 1997-98 school year, one in-service day will be added to the work year. The in-service day will be scheduled to be worked prior to the commencement of classes each year.

In the 1998-99 school year, the hourly equivalent of an additional school day will be added to the work year. However, an additional day will not be added to the school calendar, instead the association will add an additional inservice hour to various school days throughout the calendar year. The total extra time added to the contract by this method shall not exceed one full school day.

The building principal and the professional employees in each building shall by mutual agreement determine the dates and times when the in-service hour will be added to the school day. It is the intention of the parties that the in-service hours for the entire calendar year will be determined within the first two weeks of the appropriate school year. The building principal and the professional employees within that building may mutually agree to modify that calendar during the course of the year on an "as-needed" basis.

In the event that individual coaching schedules or other extra curricular activities conflict with the in-service hour scheduled for any given month, the principal shall permit the affected professional to work the in-service hour at a time which is mutually acceptable to the building principal and the affected professional.

ARTICLE XII

TEACHING DAY

A. Work Day

The length of the school day shall not exceed seven (7) hours and twenty-five (25) minutes, inclusive of lunch time. The only exception to seven (7) hours and twenty-five (25) minutes shall be in the event that the two (2) evening parent conferences are held each year, the employees agree to work beyond the normal day. All hours worked beyond the seven (7) hours and twenty-five (25) minute day for evening parent conferences shall be deducted from the following Friday afternoon when the employee shall be allowed to leave early.

The only exception to the above shall be that Building Principals may in the Principal's sole discretion, call faculty meetings not to exceed one (1) meeting a month for seven (7) months in any school year. Notification of said meetings shall be given at least three (3) days prior to the day of the meeting. The cumulative total of time for all seven meetings shall not exceed seven hours. No individual meeting shall exceed one hour and thirty minutes duration.

All teachers shall be required to attend one open house per school year.

B. Planning Time

Where administratively possible, each teacher will be provided one (1) planning period per day. No teacher shall have less than one hundred forty (140) minutes of planning time each week.

C. Homebound Instruction

1. Participation in Homebound Instruction programs shall be voluntary. All positions in the program shall be opened to employees in the bargaining unit before they are opened to people outside the unit. The Superintendent or his designee shall promptly post notice of all Homebound Instruction vacancies as soon as there is knowledge of said vacancy and notify the Association President or his/her designee of such vacancy but not later than three (3) school days before filling the vacancy. The notice shall include grade level, subject or responsibilities, and building and/or attendance area.

Those applicants selected shall be paid \$16.00 per hour for all such work performed.

In the event that travel is required, the employee shall be entitled to mileage pay at the rate set forth in this agreement. Reimbursement for required travel shall be limited to travel between school, homebound, and school or between school, homebound, and the teacher's residence, whichever is less. If school is not in session, the employee shall be given reimbursement from residence to homebound to residence.

- Vacancies for Homebound Instructors shall be filled in accordance with the following procedure:
- a. Teacher applicants for the position shall be ranked by certification, attendance area, building and seniority.

- b. The properly certified teacher applicant with the highest seniority from the building where the homebound student is enrolled will be chosen first if available.
- c. If no qualified applicant is available from the student's building, the properly certified teacher with the highest seniority from the student's attendance area will be chosen.
- d. If no qualified applicant from the student's attendance area is available, the properly certified teacher with the highest seniority from the other attendance areas in the school district shall be chosen.
- e. Should all of the above fail to produce a qualified teacher, the homebound teacher will be selected from the substitute list upon recommendation and/or approval of the principal of the building in which the student is enrolled.

D. Additional Work

Employees in the bargaining unit agreeing to and designated by the School Board or the Administration to perform work beyond the school day or school year set forth in this agreement shall be paid \$16.00 per hour.

Reasonable written advance notice will be given by the Administration. Whenever possible one week's advance notice will be given. The hourly rate shall not apply to federal programs.

ARTICLE XIII

NON-TEACHING DUTIES

The Board shall employ at least one (1) teacher aide in each building.

ARTICLE XIV

SUBSTITUTES

- A. Teachers are not required to, but may voluntarily, assume the classes of any teacher who is absent any portion of a day. When a teacher is absent one-half (1/2) to one (1) full day, a substitute will be employed. The only exception shall be made when a substitute is unavailable.
- B. When Chapter I reading specialists and full-time gifted teachers are absent, the District may not be required to hire a substitute teacher. Other teachers may voluntarily assume the non-instructional duties of Chapter I reading specialists and full-time gifted teachers, but may not be assigned such duties.

ARTICLE XV

VACANCIES, PROMOTIONS AND TRANSFERS

A. Transfer

No transfer of any employee in the unit shall be for disciplinary reasons.

B. Vacancies and Postings

- 1. Whenever a teaching vacancy occurs, the Superintendent or his designee shall promptly notify the Association president or his/her designee, of such vacancy, not less than five (5) school days beginning on August first and continuing until the end of the school year and not less than ten (10) work days beginning at the end of the school year and continuing until July 31 before permanently filling the position. The notice shall include grade level, subject or responsibilities, buildings and qualifications. Qualified candidates from within the bargaining unit shall be given first consideration over those from outside the unit. Qualifications being equal, the position shall be awarded by seniority.
- The employee assigned to the vacant position shall be notified in writing as soon as the determination occurs. The actual transfer to the position shall occur on the first day of the school year. Once an employee is assigned to a vacant position for which the employee has voluntarily applied the employee must remain in the position awarded for a minimum period of one year. In no event will mid-year transfers be allowed. This section shall not apply to persons who have applied for a vacant position in order to avoid layoff.

C. <u>Voluntary Or Involuntary Transfer</u>

When making voluntary or involuntary transfers, seniority will be given major consideration. Any teacher denied a transfer or involuntarily transferred by the principals will be granted, at his/her request, an interview for the position with the Superintendent and the Board. The Superintendent will then make his recommendation to the Board regarding the transfer. The Board will make the final decision.

ARTICLE XVI

SABBATICAL LEAVES

- A. All sabbatical leaves shall comply with Sections 1166, 1167, 1168, 1169, 1170 and 1171 of the Pennsylvania School Code.
- B. In all cases the employee will be required to submit his/her request in writing at least thirty (30) days prior to the beginning of the leave. In addition, no teacher will be permitted to return to his/her position until the leave has expired or if a teacher who is on a full year sabbatical desires to return to his/her position at the expiration of one (1) semester, written notice must be given thirty (30) days prior to the beginning of that semester. Request for sabbatical for health reasons shall be excluded from this section's time limitations.

ARTICLE XVII

LEAVES OF ABSENCE

A. Leaves Of Absence

An unpaid leave of absence may be granted by the Board, upon written request by the professional employee.

B. Association Leave

Two (2) years leave of absence shall be granted for the purpose of campaigning for or serving in public office or state PSEA.

C. Illness or Disability

Due to illness or disability, a teacher having exhausted all sick leave may be granted a leave of absence without pay for the duration of the illness or disability up to one (1) year. The employee must request such leave in writing. The beginning date must be determined by a physician. Reasonable notice must be given.

D. Parental Leave

An unpaid leave of absence for up to eighteen (18) months shall be granted to employees for childbearing and childrearing. If an employee desires to begin the leave prior to the birth of the child, the leave shall begin on a date established and certified by the employee's physician.

Childrearing leave shall be granted to employees of newborn infants or employees who become parents of a preschool age adopted child, upon the child's adoption.

Employees on parental leave may return at any time, provided the employer is given at least thirty (30) working days' notice prior to the date of return.

All benefits to which an employee was entitled at the time the leave of absence commenced, including years of credited service, unused accumulated sick leave, and credits toward sabbatical eligibility, shall be restored upon return as fully as if the leave had not been taken, and the employee shall be assigned to the same or equivalent position held at the time said leave commenced.

An employee, while on parental leave, may continue any or all of the insurance coverages, if permitted by the carrier, by remitting the premiums to the district. The district shall not make any contributions for retirement or other district-approved benefits and no seniority for any purpose shall accrue.

E. Benefits

Seniority and salary increments shall not accrue during unpaid leaves.

F. Bereavement Leave

- 1. Employees in the bargaining unit shall be granted up to five (5) days of paid leave in each instance on the death of an immediate family member as defined by Section 1154 of the School Code. Members of the immediate family shall be defined as father, mother, brother, sister, son, daughter, husband, wife, parent-in-law or near relative who resides in the same household, or any person with whom the employee has made his home.
- 2. Employees in the bargaining unit shall be granted up to two (2) days of paid leave in each instance of the death of a near relative as defined by Section 1154 of the School Code. A near relative shall be defined as first cousin, grandfather, grandmother, aunt, uncle niece, nephew, son-in-law, daughter-in-law, brother-in-law, sister-in-law or grandparent-in-law.

ARTICLE XVIII TEACHER BENEFITS

The Board agrees to furnish all teachers the following benefits for the duration of this contract. New teachers shall not be eligible for benefits until they have reported to work.

A. Life Insurance

- 1. The Board shall provide without cost to the teacher thirty thousand dollars (\$30,000) of group life insurance.
- 2. The parties agree that the School District will ask its life insurance carrier to provide life insurance to retired teachers up to the age of sixty-five (65) years at the rates then in effect and as they may change from time to time but that the School District shall not be required to maintain such coverage if such coverage will increase its costs for those employees not retired. Retired teachers shall pay to the District, at a specified time as the District requires, the necessary amount to cover the entire cost of the annual premium.
- 3. This provision (Article XVIII, A. 2) shall not be subject to the grievance procedure.

B. <u>Health Care Insurance</u>

1. The Board shall provide without cost to the teacher full family health care insurance benefits. The carrier shall be Benefit Administrators Inc., or another carrier mutually agreed to by the District and the Executive Board of the Association. Either party shall have the right to request a meeting with the other on an annual basis for the purpose of discussing problems which may arise concerning health care insurance. The coverage shall continue to be the same as that provided during the contract period 1986-89 with the following improvements:

Major Medical

\$1,000,000

2. Each family member covered by the Penncrest health care plan shall be responsible to pay an annual deductible amount towards his or her major medical coverage as follows:

1996-97	\$100.00
1997-98	\$150.00
1998-99	\$200.00
1999-2000	\$250.00
2000-2001	\$250.00

If three members of any family meet the annual deductible amount in any given year the deductible amount for the balance of the family shall be considered to be met for the remaining members of the family.

3. Further, teachers who retire into the Public School Employee's Retirement System prior to the age of sixty-five (65) may continue their membership under the PENNCREST group plan up to the age of sixty-five (65), provided they pay to the District at a specified time as the District requires, the necessary amount to cover the entire cost of the annual premium. This provision shall be subject to the approval of the carrier. This provision (Article XVIII, (B). (3)) shall not be subject to the grievance procedure. (The above is subject to provisions of Addendum I.)

4. Cost Containment

The Association agrees that the District may implement an insurance cost containment program if mutually agreed to by the parties. Provided, however, it is understood and agreed that the employees in the bargaining unit will not suffer loss of, or reduction in, nor will they incur any increased cost for entitlement to or use of health care benefits as a result of any such cost containment program.

5. Opting Out

Professional employee may choose to "opt out" of either or both of the health care insurance or the family dental care insurance provided by the District. The decision to "opt out" must be made annually in writing with notice delivered to the District Business Manager not later than two weeks prior to the beginning of each school year.

Any professional "opting out" shall be paid annually according to the following schedule:

Health Care Insurance Only \$ 800.00 Dental Care Insurance Only \$ 200.00 Combined \$1,000.00

The District will permit an employee who has "opted out" of the health care plan to rejoin the Plan during the school year only for good cause shown as determined by the District in its sole discretion. Any employee who rejoins the health plan shall be required to reimburse the District the pro rata portion of the "opt out" payment which has not been earned, said proration being computed on a fiscal year basis.

Because the purpose of this provision is health care cost containment, any employee who is eligible for separate health care coverage by reason of employment who is also eligible for coverage by reason of relationship (e.g. spouse or dependent) will not be eligible for the "opt out" payment.

C. Personal Days

At the beginning of the school year, each teacher shall be credited with three (3) accruable days to be used for personal reasons. A limit of five per cent (5%) of the members of the bargaining unit in the district, with no more than three (3) in any particular building may use a personal day on any given date. Half personal days shall not be used except in the case of a personal emergency which arises immediately prior to or during the course of the work day and requires attention by the employee.

The accruing of personal days shall be based on one (1) day earned for each three (3) months worked. If a teacher severs his employment from the District and has used more days than he/she has earned, he/she shall reimburse the District for the unearned days.

Unused personal days during the term of this contract will be credited as accumulated sick leave in the year immediately following that year in which they were earned.

D. Jury Duty

Professional employees required to report for jury duty shall be compensated for difference between their regular salary and pay received for such obligation. Such jury duty days will not be deducted from any professional, personal/emergency, sick days or leaves.

E. Retirement Pay

Retirement pay, based on years of service (longevity) in the district and accrued days of unused sick leave, shall be paid to all professional employees upon retiring into the Public School Employees' Retirement System based on the following formula.

The accrued sick days, which are unlimited, multiplied by forty (\$40) dollars for the 1996-97, 1997-98, 1998-99, 1999-2000 and 2000-2001 contract years. A letter of intent to retire shall be submitted to the superintendent, no later than thirty (30) days prior to the day of retirement.

F. Dental Care

The Board shall provide without cost to the teacher a family dental care policy for PENNCREST School District employees equal to or better than the one provided during the contract period 1986-1989 and entitled Group Life and Dental Benefits (i.e., 1000 maximum, nondeductible, 100% coverage).

G. Vision Care

The Board shall provide without cost to the teacher an individual vision care policy for PENNCREST School District employees with the cost not to exceed \$3.40/person. Specifications of the coverage are found in Appendix C.

ARTICLE XIX

EXTRA COMPENSATORY POSITIONS

A. Payment per Assignment

Employees will be paid a fixed salary per assignment for the following positions:

	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
Timers and Scorekeeper	24.88	25.88	26.91	27.99	29.11	30.27
Ticket Takers and Sellers	24.88	25.88	26.91	27.99	29.11	30.27
Football Announcer	24.88	25.88	26.91	27.99	29.11	30.27

B. Method of Payment

Pay for extra-compensatory contract positions shall be paid in three (3) equal installments. One-third (1/3) within two (2) weeks following the beginning of the activity, one-third (1/3) within two (2) weeks following the mid-point of the activity and one-third (1/3) within two (2) weeks following the end of the activity provided all responsibilities associated with the activity are completed to the satisfaction of the building principal.

C. <u>Instrumental Music Pay Schedule</u>

1. <u>Football Band:</u> The beginning of school to the end of the football season during the term of the contract:

	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
Football Band	2,048.25	2,130.18	2,215.39	2,304.00	2,396.16	2,492.01

2. <u>Summer Band:</u> Maximum schedule of 150 hours, including daily practice and other band activities during the summer, such as parades, festivals, contests, etc.

		1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
а.	Cambridge Springs 150 hours	1,493.65	1,553.40	1,615.53	1,680.15	1,747.36	1,817.25
b.	Maplewood 150 hours	1,493.65	1,553.40	1,615.53	1,680.15	1,747.36	1,817.25
c.	Saegertown 150 hours	1,493.65	1,553.40	1,615.53	1,680.15	1,747.36	1,817.25

3. Summer Instrumental Program:

		1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
a.	Cambridge Springs	1,161.73	1,208.20	1,256.53	1,306.79	1,359.06	1,413.42
b.	Maplewood	1,161.73	1,208.20	1,256.53	1,306.79	1,359.06	1,413.42
c.	Saegertown	1,161.73	1,208.20	1,256.53	1,306.79	1,359.06	1,413.42

4. Extracurricular Music Activities

Music teachers will be reimbursed for all programs preapproved by the building principal and/or his/her immediate superior for all extracurricular music programs, at the rate of:

	1995-96	1996-97	1997-98	1998-99	1999-2000	2000-01
Extra Curricular Music Activities	13.71	14.26	14.83	15.42	16.04	16.68

The accumulated total of all extracurricular activities shall not exceed fifty (50) hours per teacher and must be listed on the approved music form.

The extracurricular music activities shall not include reimbursement for practices for District, State or Regional programs.

D. Activity Pay Schedule

Description	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
1. Show Choir	2,090.17	2,090.17	2,090.17	2,090.17	2,090.17	2,090.17
2. Yearbook Advisor	1,078.76	1,312.48	1,364.98	1,419.58	1,476.36	1,535.42
3. Senior Class Advisor	580.87	604.10	628.27	653.40	679.54	706.72
4. Junior Class Advisor	580.87	604.10	628.27	653.40	679.54	706.72
5. Drama Advisor	746.83	776.70	807.77	840.08	873.69	908.63
6. Student Advisor	464.48	483.06	502.38	522.48	543.38	565.11
7. Chaperones/Bus (One Person) Per/Assignment- (Per/Game)	21.59	22.45	23.35	24.29	25.26	26.27
Dance (2 Persons Per/Assignment - (Per Game)	21.59	22.45	23.35	24.29	25.26	26.27

E. Coaching Pay Schedule

For Coaches of Wrestling, Football, Basketball

Head Coach	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
1st Year	2,698.54	2806.48	2,918.74	3,035.49	3,156.91	3,283.19
2nd Year	2,871.14	2,985.99	3,105.45	3,229.64	3,358.83	3,493.18
3rd Year	3,043.74	3,165.49	3,292.11	3,423.79	3,560.75	3,703.18
4th Year	3,216.33	3,344.98	3.478.78	3,617.93	3,762.65	3,913.16
5th Year	3,388.93	3,524.49	3,665.47	3,812.09	3,964.57	4,123.15
6th Year	3,561.56	3,704.02	3,852.18	4,006.27	4,166.52	4,333.18
7th Year	3,734.14	3,883.51	4,038.85	4,200.40	4,368.42	4,543.15
Assistant Coach (s)	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
Assistant Coach (s)	1995-96 1,669.57	1996-97 1,736.35	1997-98 1,805.81	1998-99 1,878.04	1999-00 1,953.16	2000-01
1st Year	1,669.57	1,736.35	1,805.81	1,878.04	1,953.16	2,031.29
lst Year 2nd Year	1,669.57	1,736.35	1,805.81	1,878.04	1,953.16	2,031.29
1st Year 2nd Year 3rd Year	1,669.57 1,755.88 1,928.49	1,736.35 1,826.12 2,005.63	1,805.81 1,899.16 2,085.85	1,878.04 1,975.13 2,169.29	1,953.16 2,054.13 2,256.06	2,031.29 2,136.30 2,346.30
1st Year 2nd Year 3rd Year 4th Year	1,669.57 1,755.88 1,928.49 2,101.08	1,736.35 1,826.12 2,005.63 2,185.12	1,805.81 1,899.16 2,085.85 2,272.53	1,878.04 1,975.13 2,169.29 2,363.43	1,953.16 2,054.13 2,256.06 2,457.97	2,031.29 2,136.30 2,346.30 2,556.29

For Coaches of Volleyball

Head Coach	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
1st Year	1,530.14	1,591.35	1,655.00	1,721.20	1,790.05	1,861.65
2nd Year	1,621.37	1,686.22	1,753.67	1,823.82	1,896.77	1,972.64
3rd Year	1,712.63	1,781.14	1,852.38	1,926.48	2,003.53	2,083.68
4th Year	1,803.88	1,876.04	1,951.08	2,029.12	2,110.28	2,194.70
5th Year	1,895.11	1,970.91	2,049.75	2,131.74	2,217.01	2,305.69
6th Year	2,077.61	2,160.71	2,247.14	2,337.10	2,430.51	2,527.73
7th Year	2,260.10	2,350.50	2,444.52	2,542.31	2,644.00	2,749.76
Assistant Coach(s)	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
1st Year	946.69	984.56	1,023.94	1,064.90	1,107.49	1,151.79
2nd Year	991.57	1,031.23	1,072.48	1,115.38	1,159.99	1,206.39
3rd Year	1,085.11	1,128.51	1,173.65	1,220.60	1,269.42	1,320.20
4th Year	1,178.39	1,225.53	1,274.55	1,325.53	1,378.55	1,433.69
5th Year	1,271.46	1,322.31	1,375.21	1,430.21	1,487.42	1,546.92
6th Year	1,427.02	1,484.10	1,543.46	1,605.20	1,669.41	1,736.19
7th Year	1,585.08	1,648.48	1,714.42	1,783.00	1,854.32	1,928.49

For Coaches of Baseball and Softball

Head Coach	1995-96	1996~97	1997-98	1998-99	1999-00	2000-01
lst Year	1,354.66	1,408.85	1,465.20	1,523.81	1,584.76	1,648.15
2nd Year	1,445.90	1,503.74	1,563.89	1,626.44	1,691.50	1,759.16
3rd Year	1,537.15	1,598.64	1,662.58	1,729.08	1,798.25	1,870.18
4th Year	1,628.39	1,693.53	1,761.27	1,831.72	1,904.99	1,981.19
5th Year	1,719.64	1,788.43	1,859.96	1,934.36	2,011.74	2,092.20
6th Year	1,902.13	1,978.22	2,057.34	2,139.64	2,225.22	2,314.23
7th Year	2,084.62	2,168.00	2,254.72	2,344.91	2,438.71	2,536.26
Assistant Coach (s)	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
lst Year	838.12	871.64	906.51	942.77	980.48	1,019.70
2nd Year	884.26	919.63	956.41	994.67	1,034.46	1,075.83
3rd Year	973.93	1,012.88	1,053.40	1,095.53	1,139.36	1,184.93
4th Year	1,063.75	1,106.30	1,150.55	1,196.58	1,244.44	1,294.22
5th Year	1,153.73	1,199.88	1,247.87	1,297.79	1,349.70	1,403.69
6th Year	1,306.49	1,358.75	1,413.10	1,469.62	1,528.41	1,589.54
7th Year	1,462.01	1,520.49	1,581.31	1,644.56	1,710.34	1,778.76

Athletic Director

Athletic Director	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
lst Year	2,028.48	2,889.62	3,005.20	3,125.41	3,250.43	3,380.45
2nd Year	2,210.97	3,079.41	3,202.59	3,330.69	3,463.92	3,602.47
3rd Year	2,393.46	3,269.20	3,399.97	3,535.96	3,677.40	3,824.50
4th Year	2,575.95	3,458.99	3,597.35	3,741.24	3,890.89	4,046.53
5th Year	2,758.45	3,648.79	3,794.74	3,946.53	4,104.39	4,268.57
6th Year	2,940.46	3,838.08	3,991.60	4,151.27	4,317.32	4,490.01
7th Year	3,123.44	4,028.38	4,189.51	4,357.09	4,531.38	4,712.63

<u>Intramurals</u>:

Intramurals	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
Rate Per Hour	13.28	13.81	14.36	14.94	15.54	16.16

F. Cheerleading Advisor Schedule

The Cheerleading Advisor Schedule is designed in the following segments in order to make it possible for the advisor to conduct the entire program or only those segments which deal with the basic instructional skills. In any case, the following schedule is applicable exclusively to high school sports:

	Description	1995~96	1996-97	1997-98						
					1998-99					
						1999-00				
							2000-01			

1. FOOTBALL **:

A. Pre-Season Practice:

Per Hour 13.28 13.81 14.36 14.94 15.54 16.16 12 Hours 159.42 165.73 172.36 179.26 186.43 103.00							
	Per Hour	13.28	13.81	14.36	14.94	15.54	16.16
1 200.13 133.89	12 Hours	159.42	165.73	172.36	179.26	186.43	193.89

B. In-Season Practice:

it i						
Per hour	13.28	13.81	14.36	14.94	15.54	16.16
38 Hours	504.82	524.83	545.82	567.65	590.36	513.97

C. Chaperone/All Games ***:

H Per Came 1 21 FA									
II Per Game 1 21 co									
			24.29	25 25					
	1 44.43								
					1 2 6 2 2 11				
				1 43.40					
					[45.4/]				

2. BASKETBALL AND WRESTLING **:

A. Pre-Season Practice:

Per Hour 13.28	13.81	14.36	14.94	1	
			17.57	15.54	16.16
12 Hours 159.42	165.73	172.36	179.26	186.43	193.89

B. In-Season Practice:

			,			
Per Hour	13.28	13.81	14.36	14.94	15.54	16.16
38 Hours	504.82	524.83	545.82	567.65	590.36	613.97

C . Chaperone/All Games ***:

Per Game					
	21 -				
ll Per Game	21 50		22 25		
		1 44.3			
				43.40	
					40.2/

3. ALL SPORTS * and **:

A. Cheerleading Tryouts:

Per Hour	13.28	13.81	14.36	14.94	15.54	16.16
14 Hours**	185.99	193.36	201.09	209.13	217.50	226.20
					411.50	420.20

- * Hours per sport to be determined mutually by advisor and building principal.
- ** Per attendance area, per year.
- *** The number of games will be determined by the School District's Interscholastic Athletic Policy.

ARTICLE XX SALARY SCHEDULE

A. Step Placement

Each professional employee shall be placed on the new salary schedules as provided by Appendix A-1. It is understood that steps on the salary schedules do not necessarily equal years of service.

B. Remuneration

- 1. Pay will be divided into twenty-six (26) equal payments.
- 2. On the first Thursday of the school year, the professional employee will receive a two-week pay.
- 3. Every other Thursday thereafter will be a scheduled pay period. In the event that the pay Thursday is not a working day, the paychecks will be distributed on the closest working day preceding the pay Thursday.
- 4. Checks for the months of June, July and August will be received in full on the last scheduled working day of the school year or every two weeks at the discretion of the professional employee.

C. Salary Increase Based on Schedule

Each professional employee in the bargaining unit shall receive the salary increase for each year as provided on the salary schedules Appendix Bachelors A-2, Masters A-3, Masters +15 A-4, Masters +30 A-5, Masters +45 A-6.

D. The salary schedules listed below are effective on the first day of the 1996-97 school year and shall remain in effect for the balance of this contract.

This salary schedule is based upon an assumption that the cost of living increase in each year of the contract would not exceed five percent. In order to compensate the professional employees in any given year in which this assumption is not correct, the District agrees that in any year of the contract, when the cost of living increase exceeds five percent, then in that event the professional employees shall be paid an additional annual increase equivalent to the difference between five percent and the actual cost of living increase for that particular contract year.

The Consumer Price Index used in this computation shall be for the period June 1 through May 30 of the year preceding the school year in which the increase will become effective. Example: July 1, 1996 to June 30, 1997 for the 1997-1998 school year.

The cost of living index used on this computation shall be the CPI - U, US, AIl Cities Index published by the Bureau of Labor Statistics of the U.S. Department of Labor.

E. Fractional Year

Only members of the Bargaining unit with fractional years of service amounting to at least one semester in any one school year shall be counted as one (1) full year of service placement on the salary schedules Appendix A-1.

If an employee works less than one (1) semester in the 1995-96, 1996-97, 1997-1998, 1998-99, or 1999-00 school years, he/she shall, upon return, move vertically to the next lower step of the salary schedule as provided for in Appendix A-1. In the subsequent school year, after his/her return, he/she shall move horizontally as provided for in Appendix A-1.

	T		I		T	1
EXAMPLES						
λ.	YEAR OF LEAVE					
***************************************	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
	TEAET 8	LEVEL 9	LEVEL 10	LEVEL 11	LEVEL 12	LEVEL 13
В.		YEAR OF LEAVE				
	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
	LEVEL 16	LEVEL 18	LEVEL 18	LEVEL 19	LEVEL 20	LEVEL 20
c.			YEAR OF LEAVE			
	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
	LEVEL 5	TEART 6	LEVEL 7	LEVEL 7	LEVEL 8	LEVEL 9
D.				YEAR OF LEAVE		
	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
	PEAKT 3	LEVEL 4	LEVEL 5	PEAET 6	PEAET 6	LEVEL 7
E.					YEAR OF LEAVE	
	1995-96	1996-97	1997-98	1998-99	1999-00	2000-01
	LEVEL 10	LEVEL 12	LEVEL 13	LEVEL 14	LEVEL 15	LEVEL 15

F. Part Time Benefits

1. Full benefits:

- a. Full family health care insurance benefits, as listed in ARTICLE XVIII, Teacher Benefits, B 1.
- b. Family dental care policy, as listed in ARTICLE XVIII, F
- c. Group life insurance, as listed in ARTICLE XVIII, A
- d. Vision care, as listed in ARTICLE XVIII, G

- 2. Pro-Rata Benefits:
- a. Sick leave
- b. Personal/emergency leaves, as listed in ARTICLE XVIII, C
- c. Credits, as listed in ARTICLE X, A
- d. Salary increase, as listed in ARTICLE XX, C

ARTICLE XXI MISCELLANEOUS PROVISIONS

A. Separability

If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law. All other provisions or applications shall continue in full force and effect.

B. Compliance

Any individual contract between the Board and an individual teacher heretofore or hereafter executed shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement during its duration shall be controlling.

C. Printing Agreement

Copies of this Agreement shall be printed by the District after agreement with the Association on format, within thirty (30) days after the Agreement is signed. The district will supply the number of copies of the agreement requested by the Association. The District will bill the Association for the cost of printing the number of copies ordered.

D. Pay Adjustment

The Board shall provide a brief, concise, exacting procedure by which a professional employee might have an erroneous pay immediately corrected.

E. Waivers

The parties agree that all negotiable items have been discussed during negotiations leading to this Agreement, and that no additional negotiations on this Agreement will be conducted on any item, whether contained herein or not, during the life of this Agreement, unless by mutual agreement of both parties.

F. Dismissal Notice

Each professional employee subject to dismissal shall be given at least a sixty (60) day notice.

ADDENDUM 1

The Association representatives have advised the District that they believe that there are a number of their senior members who have reached retirement age but have maintained their tenure due to the spectre of ever increasing health care costs. The District is informed that persons in this position would be able to retire if health care insurance is provided in the interim between retirement and eligibility for Medicare benefits at age 65.

The District is willing to accommodate Association members in this circumstance during the life of this contract. The District believes that this period provides an ample window of opportunity for such persons to arrange their affairs and prepare for retirement.

Accordingly, the District will provide family health care insurance coverage to retirees under the Penncrest Health Care Plan under the following terms and conditions:

- A. The employee must be at least 55 years of age.
- B. The employee must retire into the Public School Employees Retirement System.
- C. A Letter of Intent to retire shall be submitted to the Superintendent no later than thirty (30) days prior to the day of retirement.
- D. The employee will be credited with one years paid up health care coverage in return for surrendering 20 days accumulated sick leave; up to a maximum of 10 years coverage for 200 days accumulated sick leave. The District will not offer partial years insurance. Insurance will only be provided to employees who surrender sick days in 20 day increments.

This retirement incentive shall be available to Penncrest School District professional employees during the life of this contract (one day prior to the first day of the 1996-97 school year until one day prior to the first day of the 2001-2002 school year.) It is understood and agreed between the parties that it is not the intention of the School District to provide this incentive beyond said period. Further is understood and agreed between the parties that the Association shall not attempt to assert any continuing right to this incentive beyond the period of this agreement; nor will the Association take the position that a past practice has been established with regard to said incentive.

It is hereby agreed that the professional agreement between the Board of Education and the Penncrest Area Association for the contract period 1994-97 be amended in order that the health care retirement incentive outlined in this addendum be made applicable to that agreement under the same terms and conditions outlined in this Addendum.

APPENDIX A - 1

Salary Levels

95-96	96-97	07.00			T
33-30	30-37	97-98	98-99	99-00	00-01
					1
				1	2
			1	2	3
		1	2	3	4
	1	2	3	4	5
11	2	3	4	5	6
2	3	4	5	6	7
3	4	5	6	7	8
4	5	6	7	8	9
5	6	7	8	9	10
6	7	8	9	10	11
7	8	9	10	11	12
8	10	11	12	13	14
9	11.	12	13	14	15
10	12	13	14	15	16
11	13	14	15	16	17
12	14	15	16	17	18
13	15	16	17	18	19
14	16	17	18	19	20
15	17	18	19	20	20
16	18	19	20	20	20
17	19	20	20	20	20
18	20	20	20	20	20
19	20	20	20	20	
20	20	20			20
	& V	∡ U	20	20	20

APPENDIX A - 2

			1		
LEVELS	BACHELORS 1996-97	BACHELORS 1997-98	BACHELORS 1998~99	BACHELORS 1999-2000	BACHELORS 2000-2001
1	26,771	27,271	27,771	28,271	28,771
2	28,372	28,572	29,527	29,541	30,271
3	30,821	31,022	32,022	31,297	31,771
4	31,880	31,981	33,021	33,794	33,271
5	32,874	33,507	33,748	34,796	34,771
6	34,043	34,531	34,797	35,420	36,271
7	34,460	35,416	35,602	36,367	36,845
8	34,537	35,716	36,297	37,372	37,517
9	34,965	36,035	37,106	38,067	38,890
1.0	35,384	36,547	37,911	38,976	40,003
11	35,803	37,094	38,247	39,781	41,136
12	36,228	37,576	38,710	40,117	42,209
13	37,141	38,618	39,192	40,524	42,909
14	37,775	39,508	40,895	40,994	43,337
15	38,657	40,429	41,324	41,942	44,010
16	39,411	40,933	42,245	43,055	45,901
17	40,018	41,243	43,332	44,428	46,974
18	41,411	41,737	43,943	45,428	47,994
19	41,829	43,431	44,892	46,226	48,270
20	46,281	47,390	48,400	49,300	50,300

APPENDIX A - 3

LEVELS	MASTERS 1996-97	MASTERS 1997-98	MASTERS 1998-99	MASTERS 1999-2000	MASTERS 2000-01
1	27,438	27,938	28,438	28,938	29,438
2	29,040	29,240	30,195	30,209	30,939
3	31,489	31,690	32,690	31,965	32,439
4	32,548	32,649	33,689	34,462	33,939
5	33,542	34,175	34,416	35,464	35,439
6	34,711	35,199	35,465	36,088	36,939
7	35,127	36,083	36,269	37,034	37,512
8	35,204	36,383	36,964	38,039	38,184
9	35,632	36,702	37,773	38,734	39,557
10	36,051	37,214	38,277	39,643	40,670
11	36,470	37,761	38,514	40,448	41,803
12	36,895	38,243	39,377	40,784	42,876
13	37,808	39,285	39,859	41,191	43,576
14	38,442	40,175	41,562	41,661	44,004
15	39,324	41,096	41,991	42,609	44,677
16	40,078	41,600	42,912	43,722	46,568
17	40,685	41,910	43,999	45,095	47,641
18	42,079	42,405	44,611	46,096	48,662
19	42,497	44,099	45,560	46,894	48,938
20	46,949	48,058	49,068	49,968	50,968

APPENDIX

LEVELS	MASTERS+15 1996-97	MASTERS+15 1997-98	MASTERS+15 1998-99	MASTERS+15 1999-2000	MASTERS+15 2000-01
1	28,106	28,606	29,106	29,606	30,106
2	29,707	29,907	30,862	30,876	31,606
3	32,156	32,357	33,357	32,632	33,106
4	33,215	33,316	34,356	35,129	34,606
5	34,209	34,842	35,083	36,131	36,106
6	35,378	35,866	36,132	36,755	37,606
7	35,794	36,750	36,936	37,701	38,179
8	35,871	37,050	37,631	38,706	38,851
9	36,299	37,369	38,440	39,401	40,224
10	36,718	37,881	38,944	40,310	41,337
11	37,137	38,428	39,181	41,115	42,470
12	37,562	38,910	40,044	41,451	43,543
13	38,475	39,952	40,526	41,858	44,243
14	39,110	40,843	42,230	42,329	44,672
15	39,992	41,764	42,659	43,277	45,345
16	40,746	42,268	43,580	44,390	47,236
17	41,353	42,578	44,667	45,763	48,309
18	42,746	43,072	45,178	46,763	49,329
19	43,164	44,766	46,227	47,561	49,605
20	47,616	48,725	49,735	50,635	51,635

APPENDIX A - 5

LEVELS	MASTERS+30 1996-97	MASTERS+30 1997-98	MASTERS+30 1998-99	MASTERS+30 1999-2000	MASTERS+30 2000-2001
1	28,606	29,106	29,606	30,106	30,606
2	30,207	30,407	31,362	31,376	32,106
3	32,656	32,857	33,857	33,132	33,606
4	33,715	33,816	34,856	35,629	35,106
5	34,709	35,342	35,583	36,631	36,606
6	35,878	36,366	36,632	37,255	38,106
7	36,294	37,250	37,436	38,201	38,679
8	36,371	37,550	38,131	39,206	39,351
9	36,799	37,869	38,940	39,901	40,724
10	37,218	38,381	39,444	40,810	41,837
11	37,637	38,928	39,681	41,615	42,970
12	38,062	39,410	40,544	41,951	44,043
13	38,975	40,452	41,026	42,358	44,743
14	39,610	41,343	42,730	42,829	45,172
15	40,492	42,264	43,159	43,777	45,845
. 16	41,246	42,768	44,080	44,890	47,736
17	41,853	43,078	45,167	46,263	48,809
18	43,246	43,572	45,678	47,263	49,829
19	43,664	45,266	46,727	48,061	50,105
20	48,116	49,225	50,235	51,135	52,135

APPENDIX A - 6

LEVELS	MASTERS+45 1996~97	MASTERS+45 1997-98	MASTERS+45 1998-99	MASTERS+45 1999-2000	MASTERS+45 2000-2001
1	29,106	29,606	30,106	30,606	31,106
2	30,707	30,907	31,862	31,876	32,606
3	33,156	33,357	34,357	33,632	34,106
4	34,215	34,316	35,356	36,129	35,606
5	35,209	35,842	36,083	37,131	37,106
6	36,378	36,866	37,132	37,755	38,606
7	36,794	37,750	37,936	38,701	39,179
8	36,871	38,050	38,631	39,706	39,851
9	37,299	38,369	39,440	40,401	41,224
10	37,718	38,881	39,944	41,310	42,337
11	38,137	39,428	40,181	42,115	43,470
12	38,562	39,910	41,044	42,451	44,543
13	39,475	40,952	41,526	42,858	45,243
14	40,110	41,843	43,230	43,329	45,672
15	40,992	42,764	43,659	44,277	46,345
16	41,746	43,268	44,580	45,390	48,236
17	42,353	43,578	45,667	46,763	49,309
18	43,746	44,072	46,178	47,763	50,329
19	44,164	45,766	47,227	48,561	50,605
20	48,616	49,725	50,735	51,635	52,635

APPENDIX B GRIEVANCE REPORT FORM

Level	One: (Principal or his/her immediate sup	erior)							
	Aggrieved party:								
	Date of presentation:								
	Name of Association representative:								
	Action requested:								
	Answer by principal or his/her immediate								
	Date received: Accepted:	Rejected:							
Level	Two: (Superintendent or his designated a Date of referral:								
	Answer by Superintendent or his designate								
T ovro 1	Date received: Accepted: Three: (Board)	Rejected:							
rever									
	Date of referral:Answer by Board:								
	Date received: Accepted:								
Level	Four: (Binding arbitration)								
	Date of referral:								

APPENDIX C SPECIFICATIONS - VISION PROGRAM

- 1. <u>Providers</u>: Participating providers shall include the following three (3) classifications:
 - a. Opthamologist
 - b. Optometrist
 - c. Dispensing Optician

So as to have a reasonable choice of participating providers, the program shall have a minimum of 1000 participating providers in the Commonwealth of Pennsylvania who will accept the program's payment as payment in full, subject to the limitations listed herein.

2. <u>Benefits</u>: Vision Examination and Tonometry

<u>Lenses</u>: must meet Z80.1 or Z890.2 standards of ANSI (American National Standards institute) and meet or exceed FDA standards for impact resistant lenses.

<u>Contact Lenses</u>: full coverage following cataract surgery or other conditions to correct visual acuity not correctable to 20/70 with spectable lenses.

Frames.

3. Limitations:

One vision examination and one pair of glasses (frames and lenses) once in every 24 month period.

Benefits for photogray and brown lenses shall be limited to the allowances made for clear lenses.

4. Exclusions: No payments will be made for

Medical or surgical treatment.

Drugs or medications.

Non-prescription lenses.

Examinations or materials not listed as a covered service.

Lost or damaged lenses.

Services or materials provide by federal, state, local government or Workmen's Compensation.

Fashion color and coated lenses.

Examinations, procedures, training or materials not listed.

5. Allowances: Participating Providers:

UCR
UCR
\$15.00 maximum - wholesale cost
UCR
UCR
Cost of single lenses/frame
UCR

Non-participating providers:

Examination	\$ 25.00	maximum
Tonometry	\$ 3.00	maximum
Frames	\$ 15.00	maximum
Lenses - single vision	\$ 12.00	maximum
Lenses - bifocal	\$ 21.00	maximum
Lenses - trifocal	\$ 28.00	maximum
Lenses - sphakic	\$ 50.00	maximum
Contacts - medical necessity	\$250.00	maximum
Contacts - cosmetic	Cost of	single lenses/frame
Low Vision Aids - medical	\$250.00	maximum